

DC Ranch Association – Board of Directors

Meeting Minutes: December 2, 2019



Date/Time: Monday, December 2, 2019 Started: 6:08 PM / Ended: 7:41PM
Location: The Homestead Community Center
Purpose: Regularly Scheduled Meeting

Chaired By: Elizabeth Kepuraitis
Recording: Gen Beaulac
Secretary:
Status: Draft

Attendance:

Directors: Elizabeth Kepuraitis, President; Stephen Koven, Vice President (via telephone); Mike Esparza, Treasurer; Dr. Philip Geiger, Secretary; Geoff Wilner, Director; Susan Grace, Director; Vince Durocher, Director

Directors
Absent: None

Management: Darren Shaw, Executive Director
Dee Nortman, Director of Financial Operations
Terri Raimondi, Communications Manager
Gen Beaulac, Executive Assistant

Guests: None

1. Call to Order / Establishment of Quorum /Roll Call

Ms. Kepuraitis called the meeting to order at 6:08 p.m. All board members were present, and a quorum was achieved.

1.1 Member Comment Period/Open Forum

None.

1.2 Approval of Meeting Minutes

Motion: Mr. Durocher motioned to approve the executive session minutes from November 4, 2019 with the noted revision discussed in the executive session, Mr. Koven seconded the motion, with no further discussion the motion passed unanimously.

Motion: Mr. Durocher motioned to approve the regular session minutes from November 4, 2019, Mr. Wilner seconded the motion, with no further discussion the motion passed unanimously.

2. Reports

2.1 President's Comments:

Ms. Kepuraitis provided an update on the executive session prior to the regularly scheduled board meeting. Matters discussed included the Arcadia sissoo trees initiative, Covenant Commission, a neighborhood assessment, and the Board Ethics Policy. The November 1 Governance Committee discussions included the Covenant Commission and budgets of both the Community Council and the Ranch Association.

2.2 Executive Director's Report: Mr. Shaw provided the following report:

- Changed Street Sweeping Contracts (Sunstate to American) – saves \$14,000 annually
- New scan device installed at West Gate –allows quick access to members via the guest lane
- Office move is now complete
- Unauthorized street parking (adhesive notices ordered)
- Pedestrian Gate at Park and Manor being installed this week
- NVM election is underway – ballots due back December 13
- Market Street Villas meeting in the park on November 12
- Conversations in the Park – Desert Haciendas is scheduled December 5
- Slurry seal work on South Desert Camp Drive by City of Scottsdale (City still cleaning up)
- Arcadia sissoo tree initiative
- Kitchell Yard improvements underway
- Ethel's Garden waterspout repairs (15 out 33 replaced)
- Sidewalk sections to be replaced in Windgate Parks (224 locations -\$75,000, reserves)
- Storm drain investigation (south of T4B) – Village Spa was the source (splash pad)
- T4B planters replaced on entry columns and planted
- Four gate arms and operators scheduled for replacement in December - Windgate and Horseshoe (\$13,000, reserves)
- Applying for \$20,000 in rebates from City of Scottsdale re: irrigation renovation project
- 2017 tax refund received from IRS for 501(c)4 (\$25,173 – total for three years = \$73,530)

3. Unfinished Business

3.1 Proposed Policy 205 (Investment of Association Funds)

Motion: Dr. Geiger motioned to approve proposed Policy 205 (Investment of Association Funds) as presented, Ms. Grace seconded the motion, the floor was opened for comments. One member suggested revising section 205.9 to define applicable benchmarks which are cited, prior to final approval. The motion was withdrawn. Mr. Shaw said he would discuss the matter with the Director of Financial Operations and resubmit the proposed policy at later date.

3.2 Proposed Policy 103 (Board of Directors Ethics)

Motion: Mr. Durocher motioned to approve the proposed policy as presented, Dr. Geiger seconded, Ms. Grace suggested tabling the proposed policy because further discussions would be taking place at later date regarding Board roles and responsibilities. With no further discussion the motion passed 4-3. The opposing Board members were Ms. Grace; Mr. Koven; and Mr. Esparza.

Mr. Durocher left the meeting at 6:45 p.m.

3.4 Proposed Revisions to DCR-27 (Trespassing/Solicitation)

Motion: Mr. Esparza motioned to approve the proposed revisions to DCR-27 as presented, Mr. Wilner seconded the motion. A resident suggested that all electric forms of transportation be included in the policy. Mr. Shaw agreed; the original motion was modified. With no further discussion the motion passed unanimously with the requested revisions.

4. New Business

4.1 Proposed Policy 303 (Common Area Landscape Maintenance Guidelines)

Motion: Dr. Geiger motioned to conditionally approve proposed Policy 303 for the members 30-day review period. Ms. Grace seconded the motion, with no further discussion the motion passed unanimously.

4.2 Desert Parks Street Tree Maintenance

Mr. Shaw is recommending that communication be sent to the five Desert Park neighborhoods being managed by Ranch Association regarding the street-lined tree pruning program. The service being provided currently does not conform with a Board decision that was made in 2012. At that time, street-lined trees were to be completely trimmed, not just for clearance and safety, which is the current service level. Updated costs were obtained in 2019 that reflect the cost of properly trimming all trees (917 for 514 lots) for consistency, health and appearance. Mr. Shaw recommends that a Neighborhood Committee for each of the five neighborhoods be explored for the purposes of re-implementing a complete trim of the street-lined trees on an annual basis. Ms. Kepuraitis noted that a list of unique commitments for landscape or maintenance for certain neighborhoods should be maintained to avoid these misunderstandings in the future.

The consensus of the Board was to proceed.

4.3 Adoption of Annual Calendar

Dr. Geiger recommended deferring the approval of the 2020 Annual Calendar until the January meeting to ensure there are no holiday or school conflicts with the proposed schedule. Ms. Kepuraitis suggested moving the two June Board dates closer together.

5. Announcements

- The Community Safety Forum: December 4, 2019 at 5 PM at The Homestead Community Center
- Regular Board Meeting: January 6, 2020 at 6 PM at The Homestead Community Center

6. Adjournment: There being no further business to conduct Ms. Kepuraitis adjourned the meeting at 7:18 PM.

DRAFT